

Volunteer Advisor

Preparing you to volunteer

Checklist 2 – What to do before you go

Action	Tick when done
Complete emergency record sheet – list of important contacts – make copies of this list	
Find out your embassy or consulate address in your destination country/countries	
Make at least 2 copies of your passport	
Research and obtain appropriate travel insurance	
Get vaccinated!	
Have a health check-up.	
Advise banks of travel and that you may be using your credit/debit card abroad. Obtain emergency telephone number for lost/stolen cards.	
Obtain travellers cheques and local currency – note emergency telephone number for lost/stolen travellers cheques. Make a separate note of traveller cheque numbers.	
Complete packing checklist	
Research and buy airline ticket(s)	
Buy necessary medications, insect repellents and sun cream if appropriate to your destination.	
Find out about your country destination(s).	
Purchase a good quality travel guide for your destination(s).	
Plan your initial days at your destination – e.g. accommodation, language courses (if not provided for you)	
Find out more about your actual volunteer placement. Make a list of and ask questions before you go.	
Fund raising for your trip.	
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